

TO

U.S. DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
Washington, DC 20250

PROCEDURE NOTICE

MANUAL WSDC	ISSUE No. 331
DATE April 4, 2001	
DISTRIBUTION CODE	
"W"	NATIONAL OFFICE
"S"	STATE OFFICES
"D"	AREA OFFICES
"C"	LOCAL OFFICES
"P"	EMPLOYMENT OFFICES

NOTICE

(WSDC)

ADMINISTRATIVE NOTICE (AN)

CHECKLIST revised 03-31-01.

A numerical checklist of all current

ANs is being distributed to all State, Area, and Local Offices. Manual holders are to add the lists of ANs Released to the checklist as they are received. Included is a checklist of ANs, listed numerically under "FILED PRECEDING," that have expired or have been replaced/rescinded.

NOTICE

(WSDC)

RURAL DEVELOPMENT FORMS

REFERENCE LIST. The attached Rural Development Forms Reference List is

revised and updated through this Procedure Notice 331 dated 04-04-01. It contains the following: RD, AD, SF, and Miscellaneous Forms and Form and Guide Letters.

REMOVE

Forms Reference List dated 12-06-00.

INSERT

Forms Reference List dated 04-04-01.

RD MANUAL CHANGES

INSERT RD INS 440.1

(WSDC)

INTEREST RATES, AMORTIZATION, GUARANTEE FEE, ANNUAL CHARGE, AND FIXED PERIOD. This Instruction is partially revised as follows:

Exhibit B is partially revised to update the 90-day Treasury Bill Rate and various program rates effective March 1, 2001.

Exhibit L is partially revised to include the March 2001, rate.

REMOVE

Exhibit B: Pages 1 & 2 (Rev 42),
3 & 4 (Rev 14); and
Exhibit L: Page 3 (Rev 19).

INSERT

Exhibit B: Pages 1 & 2 (Rev 43),
3 & 4 (Rev 15); and
Exhibit L: Page 3 (Rev 20).

(OVER)

READ PROCEDURE - DISCUSS IN STAFF CONFERENCE - KEEP PROCEDURE MANUAL UP TO DATE

RD MANUAL CHANGES

INSERT RD INS 2036-A
(WSDC)

TRAVEL REGULATIONS AND POLICIES.

§ 2036.51 is partially revised to provide revised guidance on Government charge cards.

REMOVE

Pages 15, 16, 17 and 18.

INSERT

Pages 15 & 16 (Rev 1),
17 & 18 (Rev 1).

FORMS MANUAL CHANGES

INSERT

RD 1910-5
(WSDC)

REQUEST FOR VERIFICATION OF
EMPLOYMENT. The FMI is partially
revised to include instructions for
preparation that apply to employees of the Farm Service Agency (FSA).

REMOVE

FMI dated 07-07-99:
Page 3.

INSERT

FMI dated 07-07-99:
Page 3 revised 04-04-01.

FORMS

REPLACEMENT

RD 1927-1 MO
(W; SDC in MO)

MORTGAGE FOR MISSOURI revised 02-01.
Prescribed in RD Instruction 1927-B.
The Form is partially revised to

correct a typo. Supplies dated prior to the revision date will be
disposed of or recycled. The Form is available in the Missouri State
Office.

RD 1927-1 SD
(W; SDC in SD)

MORTGAGE FOR South DAKOTA revised
02-01. Prescribed in RD Instruction
1927-B. The Form is partially revised

to make changes for uniformity with other State Mortgages. Supplies dated
prior to the revision date will be disposed of or recycled. The Form will
be available in the South Dakota State Office during the week of 04-09-01.

FORMS

REVISED

1927-8

(WSDC)

AGREEMENT WITH PRIOR LIENHOLDER UNITED
STATES DEPARTMENT OF AGRICULTURE
revised 04-01. Prescribed in RD

Instructions 1927-B and HB-2-3550. The Form and FMI are partially revised to include the name, address, and telephone number of a contact person for the participating lender involved in the transaction. Supplies dated prior to the revision date will be used until exhausted. This form is available on the Rural Development Instructions home page (<http://rdinit.usda.gov/regs>). No paper copy distribution of this form will be made and it will no longer be stocked in the warehouse.

REMOVE

FMI dated 06-11-97.

INSERT

FMI revised 04-04-01

NO SPECIAL PROCEDURE NOTICES RELEASED.

ADMINISTRATIVE NOTICES RELEASED:

(See AN Checklist.)

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